

**10/12/06 LIBRARY BUILDING COMMITTEE  
REGULAR MEETING MINUTES  
TAKEN BY: LISA RABIDEAU, LBC CLERK  
MINUTES APPROVED ON: OCTOBER 26, 2006**

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**DATE: THURSDAY, OCTOBER 12, 2006**

**TIME: 6:30 pm**

**PLACE: BURRILLVILLE TOWN HALL, 105 HARRISVILLE MAIN STREET, HARRISVILLE, RI**

**MEMBERS PRESENT: Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan**

**MEMBERS ABSENT: NONE**

**OTHERS PRESENT: William Andrews, Town Council Liaison to LBC, Daniel Joubert, Clerk of the Works; Michael Abbott and Pamela Choi Redford of Newport Collaborative; Tom Kravitz, Burrillville Town Planner; Sandra Mundy, JMS Librarian; Joseph Raymond, Burrillville Building Inspector**

**AUDIO TAPE: Started by Lisa Rabideau, LBC Clerk at 6:32 p.m.**

**CALL TO ORDER: Meeting was called to order by Victor Antoniello, Chairman, at 6:32 p.m.**

**1. EXECUTIVE SESSION**

**VOTED: To convene in executive session, pursuant to Rhode Island**

**Open Meeting Law [42-46-5(a)(2)], for discussions relating to litigation matters. MOTION BY: James Moran SECONDED: David Ketcham THOSE VOTING FOR THE MOTION\* : Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan VOTING AGAINST: none**

**\*NOTE THAT THIS VOTE WAS TAKEN AS A ROLL CALL VOTE, PER EXECUTIVE SESSION GUIDELINES.**

**THE COMMITTEE RETURNED FROM EXECUTIVE SESSION AT: 7:03 PM. It was noted by Victor Antoniello at this time that one vote was taken in executive session.**

**VOTED: To seal the minutes from the executive session. MOTION BY: David Ketcham SECONDED: James Moran THOSE VOTING FOR THE MOTION: Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan VOTING AGAINST: none**

## **2. PREVIOUS MINUTES**

**VOTED: To accept the minutes of September 7, 2006 (regular meeting) and dispense with the reading of said minutes. MOTION BY: Chris Blakely SECONDED: Robert Martel THOSE VOTING FOR THE MOTION: Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan VOTING AGAINST: none**

## **3. UNFINISHED BUSINESS**

**LBC-002 Discuss and take action on correspondence from David Ketcham regarding his request that the committee consider and act**

on electing a secretary.

**VOTED:** To table above listed item. **MOTION BY:** David Ketcham **SECONDED:** James Moran **THOSE VOTING FOR THE MOTION:** Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan **VOTING AGAINST:** none

**LBC-004 Discuss and take action on Bid Add Alternates. – NO ACTION TAKEN**

Discussion ensued on pros and cons of each alternate listed. It was determined that all of these alternates, with the exception of #3, could be added at a later time, though not necessarily at the same cost. Committee determined that it was more fiscally responsible to hold off on these extras. Sandra Mundy advised that the Library Fundraising Committee is looking for funds to assist with some of these items as well. Add Alternate #3 (regarding a saw-toothed wall to replace panoramic window) was determined not to be something committee was interested in pursuing. It should be noted that no action was needed as these were submitted as suggestions and not as change requests.

#### **4. NEW BUSINESS**

**LBC-015 Discuss and take action on request to review and reconsider approval of the minutes from the regular Library Building Committee meeting held on June 15, 2006.**

**VOTED:** To table above listed item. **MOTION BY:** David Ketcham **SECONDED:** Wayne Miller **THOSE VOTING FOR THE**

**MOTION: Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan**

**VOTING AGAINST: none**

**LBC-016 Discuss and take action on drainage survey proposal from ATS Survey, Inc., dated October 5, 2006.**

**VOTED: To confirm the decision of the chair regarding the above listed proposal. MOTION BY: David Ketcham SECONDED: James**

**Moran THOSE VOTING FOR THE MOTION: Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan VOTING AGAINST: none**

**Dan Joubert advised committee that there is an old drain crossing under Harrisville Main Street, from Mowry St., onto our property. This is a network of piping of various materials, sizes, ages, and conditions. He suggests complete replacement to maintain the integrity of the project. Victor Antoniello notes that the location of this line is impacting work and a survey needs to be done. He already received proposal from ATS Survey Inc.**

**LBC-028 Discuss and take action on 36" drain line. NO ACTION TAKEN**

**It was determined that this needs to be taken care of and that the Burrillville Highway Superintendent was contacted about it. The LBC would likely have to fund this item and then request reimbursement from town. Dan Joubert advises that \$50,000 would be a fair estimate of costs at this time.**

**It was noted at this time, that (at a previous meeting) members granted authority to both Victor Antoniello and James Moran to approve expenditures up to \$5000 when the expediency of such are required.**

**LBC-029 Discuss and take action on salary payments for Clerk of the Works.**

**VOTED: To advise the Town Finance Director that the Clerk of the Works will be paid on a bi-weekly basis until such time that his services are no longer required by this committee. MOTION BY: David Ketcham SECONDED: James Moran THOSE VOTING FOR THE MOTION: Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan VOTING AGAINST: none**

**LBC-030 Discuss and take action on potential changes to the building (cornice, roof style, block color, window style).**

**Pamela Choi Redfern & Michael Abbott (NCA) passed out multiple drawings at this time. There was extensive discussion on all of the drawings and their potential costs, ramifications, specifications, and aesthetic differences. The following five votes were taken:**

**1) VOTED: To approve cornice change (as suggested by architects) provided final cost is less than or equal to that of the original design. MOTION BY: Chris Blakely SECONDED: Robert Martel THOSE VOTING FOR THE MOTION: Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran,**

**Michael Magnan      VOTING AGAINST: none**

**2) VOTED:      To approve block color change as suggested by architects. MOTION BY: Robert Martel      SECONDED: Wayne Miller  
THOSE VOTING FOR THE MOTION: Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan      VOTING AGAINST: none**

**3) VOTED:      To approve window style change as suggested by architects. MOTION BY: James Moran      SECONDED: Christopher Blakely      THOSE VOTING FOR THE MOTION: Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan      VOTING AGAINST: none**

**4) VOTED:      To change design to pitched roof, as presented by architects. MOTION BY: Chris Blakely      SECONDED: Robert Martel  
THOSE VOTING FOR THE MOTION: Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan      VOTING AGAINST: none**

**5) VOTED:      To continue other items in drawings (including window wrapping and siding materials) to next meeting. MOTION BY: Chris Blakely      SECONDED: Robert Martel      THOSE VOTING FOR THE MOTION: Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan  
VOTING AGAINST: none**

## **5. INVOICES & EXPENSES**

**LBC-006 Discuss and take action on INVOICE # 2607060 from Lincoln Environmental (dated 7/17/06) in the amount of \$8172.75.**

**VOTED:      To table above listed item. MOTION BY: Chris**

**Blakely SECONDED: James Moran      THOSE VOTING FOR THE  
MOTION: Victor Antoniello, Christopher Blakely, David Ketcham,  
Robert Martel, G. Wayne Miller, James Moran, Michael Magnan  
VOTING AGAINST: none**

**Tom Kravitz advised committee that he is awaiting response from  
Lincoln Environmental on discrepancies in both this invoice and the  
next (LBC-017). He will report to the committee when such a response  
is received.**

**LBC-017 Discuss and take action on INVOICE # 2608098 from Lincoln  
Environmental (dated 8/15/06) in the amount of \$1954.61, for  
professional services provided.**

**VOTED: To table above listed item. MOTION BY: Chris  
Blakely SECONDED: James Moran      THOSE VOTING FOR THE  
MOTION: Victor Antoniello, Christopher Blakely, David Ketcham,  
Robert Martel, G. Wayne Miller, James Moran, Michael Magnan  
VOTING AGAINST: none**

**LBC-018 Discuss and take action on INVOICE # 271000003 from E. W.  
Berman (dated 9/30/06) in the amount of \$146,034.00, for general  
contract services provided.**

**VOTED: To pay invoice as written above. MOTION BY: David  
Ketcham SECONDED: James Moran      THOSE VOTING FOR THE  
MOTION: Victor Antoniello, Christopher Blakely, David Ketcham,  
Robert Martel, G. Wayne Miller, James Moran, Michael Magnan  
VOTING AGAINST: none**

**LBC-019 Discuss and take action on INVOICE # 6451 from Newport  
Collaborative (dated 9/15/06) in the amount of \$3679.33, for**

**professional services provided.**

**VOTED: To pay invoice as written above. MOTION BY: James Moran**

**SECONDED: Chris Blakely      THOSE VOTING FOR THE MOTION:**

**Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel,**

**G. Wayne Miller, James Moran,      Michael Magnan      VOTING**

**AGAINST: none**

**LBC-020 Discuss and take action on INVOICE # 3 from Lisa Rabideau  
(dated 9/17/06) in the amount of \$463.11 for clerk services.**

**VOTED: To pay invoice as written above. MOTION BY: James Moran**

**SECONDED: Wayne Miller      THOSE VOTING FOR THE MOTION:**

**Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel,**

**G. Wayne Miller, James Moran,      Michael Magnan      VOTING**

**AGAINST: none**

**LBC-021 Discuss and take action on INVOICE # 4 from Lisa Rabideau  
(dated 10/1/06) in the amount of \$375.01 for clerk services**

**VOTED: To pay invoice as written above. MOTION BY: James Moran**

**SECONDED: Wayne Miller      THOSE VOTING FOR THE MOTION:**

**Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel,**

**G. Wayne Miller, James Moran,      Michael Magnan      VOTING**

**AGAINST: none**

**LBC-022 Discuss and take action on INVOICE # 0008-910-06 from  
Daniel Joubert (dated 9/14/06) in the amount of \$836.69 for Clerk of  
the Works expenses.**

**VOTED: To pay expense reimbursement as written above. MOTION**

**BY: David Ketcham      SECONDED: James Moran      THOSE VOTING**

**FOR THE MOTION: Victor Antoniello, Christopher Blakely, David**



**Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan VOTING AGAINST: none**

**There was discussion about Dan Joubert's sporadic computer service in the site trailer. It was also clarified that "general requirements" item on his expense sheet refers to insurance and licensing fees.**

## **6. CHANGE ORDERS**

**LBC-023 Submitted for signatures, Change Directive #1: (dated 10/2/06) directing E.W. Burman to remove the tel/data branch connection to the Town Annex Building.**

**VOTED: To accept above listed item for signature. MOTION BY: Robert Martel SECONDED: Chris Blakely THOSE VOTING FOR THE MOTION: Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan VOTING AGAINST: none**

**Item was then signed and returned to architects... copy for our files**

**LBC-024 Submitted for signatures, Change Order #2: (dated 10/2/06) regarding add alternates discussed and approved at September 2006 meeting, relative to skylights (change in the amount of \$5,489).**

**VOTED: To accept above listed item for signature. MOTION BY: David Ketcham SECONDED: Wayne Miller THOSE VOTING FOR THE MOTION: Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan VOTING AGAINST: none**

**Item was then signed and returned to architects... copy for our files.**

**NOTE: this item was listed in the agenda as "Change Order #1"**

instead of “#2.” This was a clerical error and was corrected verbally during the meeting.

**LBC-025 Discuss and take action on Change Request #7: from E. W. Burman (dated 9/25/06) in the amount of \$3,593 relative to demising wall material at Dye House.**

**VOTED: To reject change request #7 as written above. MOTION BY: David Ketcham SECONDED: Chris Blakely THOSE VOTING FOR THE MOTION: Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan VOTING AGAINST: none**

**LBC-026 Discuss and take action on Change Request #8: from E. W. Burman (dated 9/29/06) in the amount of \$7,681 relative to furnishing and installing wood shake siding over CMU wall at Dye House.**

**VOTED: To reject change request #8 as written above. MOTION BY: David Ketcham SECONDED: Chris Blakely THOSE VOTING FOR THE MOTION: Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan VOTING AGAINST: none**

**LBC-027 Discuss and take action on Change Request #9: from E. W. Burman (dated 10/4/06) in the amount of \$1,513 elevator emergency return unit.**

**VOTED: To reject change request #9 as written above. MOTION BY: James Moran SECONDED: David Ketcham THOSE VOTING FOR THE MOTION: Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan VOTING AGAINST: none**

## **7. REPORTS**

### **A. ARCHITECT**

**Architect's meeting notes – Meeting #5 (9/7/06)**

**Architect's meeting notes – Meeting #6 (9/14/06)**

**Architect's meeting notes – Meeting #7 (9/20/06)**

**VOTED: To receive and file the above listed reports. MOTION BY: James Moran SECONDED: Wayne Miller THOSE VOTING FOR THE MOTION: Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan VOTING AGAINST: none**

**Wayne Miller notes that all members do receive these items by email and are able to thoroughly review them prior to meetings. It was also noted that weekly meeting reports are now the responsibility of the contractor – Burman.**

### **B. CLERK OF THE WORKS**

**Clerk of the Works Weekly Site Report 9/6/06**

**Clerk of the Works Weekly Site Report 9/14/06**

**Clerk of the Works Weekly Site Report 9/20/06**

**Clerk of the Works Weekly Site Report 9/28/06**

**Clerk of the Works Meeting Minutes 10/2/06**

**Clerk of the Works Weekly Site Report 10/5/06**

**VOTED: To receive and file the above listed reports. MOTION BY: James Moran SECONDED: Wayne Miller THOSE VOTING FOR THE MOTION: Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan**

**VOTING AGAINST: none**

**Dan Joubert gave oral updates on site work at this time. There were multiple comments from committee members commending Joubert on the great job he is doing as Clerk of the Works.**

### **C. GENERAL CONTRACTOR**

**Minutes from 9/27/06**

**Minutes from 10/5/06**

**VOTED: To receive and file the above listed reports. MOTION BY: James Moran SECONDED: David Ketcham THOSE VOTING FOR THE MOTION: Victor Antonello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan VOTING AGAINST: none**

### **D. ENVIRONMENTAL CONTRACTOR – NO ONE PRESENT**

### **8. CORRESPONDENCE/COMMUNICATIONS**

**A. REQUEST(S) FOR INFORMATION TO BE RECEIVED – NONE TO RECEIVE**

### **B. REVIEW AND ACT ON CORRESPONDENCE/COMMUNICATIONS**

- Letter (dated 8/31/06) from "Field Building Company" of W. Kingston RI addressed to Town Clerk... requesting to be put on "bid list" for STILLWATER MILL COMPLEX REDEVELOPMENT.**
- Exact same letter as above (dated 8/31/06) addressed to Town Planner**
- Remedial Approval letter (dated 9/14/06) to Mike Wood from DEM**
- Letter (dated 9/21/06) from Jacques Whitford to Dan Joubert regarding scheduling, costs for services, etc.**
- Letter (dated 9/20/06) from Leroux of Canada to E.W. Burman**

**confirming purchase order for steel**

- **Letter (dated 9/19/06) from Lincoln Environmental to Craig Roy (DEM) regarding permanent closure application for shallow injection well facilities.**
- **Memo (dated 9/25/06) from NCA to Rich Hawes regarding response to Burman C-6 memo.**
- **Letter (dated 8/4/06) from Michael Caron to Burrillville Town Council resigning from LBC.**
- **Letter (dated 9/28/06) from Vicki Martin to Michael Magnan, confirming his appointment to the Library Building Commission.**

**VOTED: To receive and file the above listed communications.**

**MOTION BY: James Moran SECONDED: Wayne Miller THOSE**

**VOTING FOR THE MOTION: Victor Antoniello, Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller, James Moran, Michael Magnan VOTING AGAINST: none**

## **9. GENERAL DISCUSSION OF PROJECT**

**Wayne Miller gave oral report on the success of the groundbreaking ceremony. He notes that over 200 people attended, the weather was good, and there was significant press coverage of the event. Thanks were extended to Miller for all of his work on making the groundbreaking ceremony such a success.**

## **10. THIS MEETING WAS ADJOURNED AT 8:59 PM**

**VOTED: To adjourn. MOTION BY: James Moran SECONDED: Chris**

**Blakely      THOSE VOTING FOR THE MOTION: Victor Antoniello,  
Christopher Blakely, David Ketcham, Robert Martel, G. Wayne Miller,  
James Moran, Michael Magnan      VOTING AGAINST: none**

**MINUTES**

**CERTIFIED**

**BY:**

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**Lisa Rabideau, Clerk to LBC      Date**

**MINUTES**

**APPROVED:**

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**Victor Antoniello, LBC Chairman      Date**

**NOTES FROM COMMITTEE CLERK:**

- 1. THE NEXT REGULAR MEETING IS SCHEDULED FOR THURSDAY,  
OCTOBER 26, 2006 AT 6:30 P.M. IN THE TOWN COUNCIL CHAMBERS**
- 2. THIS MEETING WAS AUDIO-TAPED. THE CASSETTES WILL BE  
FILED WITH MEETING PACKET IN THE TOWN HALL.**